

**TOWN OF NEW HAMPTON**  
**Conservation Commission**  
**MEETING MINUTES**

Town Office 2<sup>nd</sup> floor meeting room, 6 Pinnacle Hill Road, NEW HAMPTON, NH 03256

July 7, 2025

**1: CALL TO ORDER:**

1) Mr. Capron called the meeting to order at 6:32 p.m.

**2. ROLL CALL:**

2) Regular Members: Mr. Theodore Capron, Mr. Robert Pollock, Mr. Tim Young, Mr. Lewis Mundy Shaw, Mrs. Ashley Bureau, Mr. Harold Lamos  
Alternate Members: Mr. Craig Jaster, Mr. Barry Draper

Absent: Mr. Maurice Schofield

**OTHERS PRESENT:**

Guests: Mr. & Mrs. Christopher Van Lenten, Mr. Ken Carver, Ms. Sally Knight, Mr. Jay Ehmann; Mr. Scott Berkley from Lakes Region Conservation Trust

Mr. Capron stated that guests may be taken out of order on the agenda

**3. CORRESPONDENCE**

3) Mr. Capron shared the following correspondence:

- The Meredith Conservation Commission's 2024 monitoring form for the Speare, Baird and Bergeron properties was received.
- Invoice for payment to Mr. William Murray for tree removal was received
- Invoices from Mitchell Municipal Group for Attorney Fees were reviewed. **Mr. Pollock moved to pay the invoices in the amounts of \$250.00 for June and \$250.00 for July. Seconded by Mr. Young. All voted in favor.**

**4. REVIEW OF MINUTES OF 6/2/2025**

4) Minutes of 6/2/2025 were reviewed.

**Mr. Lamos moved to accept the minutes as written. Mr. Young seconded. All voted in favor.**

**NEW BUSINESS**

**1. NEW HAMPTON RESIDENT CONCERN ABOUT SOIL ALTERATION ON TAX MAP 6, LOT 2**

Guests Mr. Carver & Ms. Knight, Mr. & Mrs. Van Lenten and Mr. Ehmann were present and the Commission agreed to take their item out of order. Mr. Capron said that a letter had been received from these residents and asked Mrs. Van Lenten to pass copies of the letter to members. Time was given for members to review.

Mr. Capron asked Mr. Pollock, given his experience, to provide his comments and suggestions. Mr. Pollock suggested that the Commission has the ability to complete and sign a NH DES Land Resources Management Program Complaint Form. Ms. Knight said that she and Mr. Carver had filed a complaint last October and the complaint number is

referenced in the letter. She said that she emailed Jen Drociak for status of the complaint. Jen said she had spoken to the property owner who told her they had only disturbed 10,000 square feet which is under the threshold for requirement of an AOT. Ms. Knight requested that the DES send someone to look at the property because this is untrue.

Mr. Mundy Shaw asked if there was an Alteration of Terrain (AOT) permit in place and Ms. Knight said there were no permits. Mr. Mundy Shaw asked if the issue had been brought to the Board of Selectmen yet and said that may be the next step for enforcement. He stated the Commission could share this information with the Selectmen. Mrs. Van Lenten commented that she had heard from a third party that the owner wants to put in a high-end development and that blasting was going to begin soon.

Mr. Young asked what the scope of disturbance (sq ft) is. Mr. Van Lenten commented that the 57-acre parcel had been mostly clear cut and 25-30% of that area had been altered including putting in roads, crushed rock and installation of culverts. There was discussion about recent disturbances to abutting properties and Town roads.

Mrs. Bureau asked if a cease-and-desist letter had been issued. She said that the square footage of the alteration of terrain threshold should be lowered taking elevation into account. Ms. Knight said she has spoken to former Town Administrator Mr. Irvine and Mr. Davenport in regards to these issues. Mr. Carver showed pictures of a spring on his property that has been damaged by a culvert which has been placed so that it drains 3 feet from the spring. He spoke about the large amount of siltation that has occurred and noted that runoff and siltation are going into the brook. Ms. Knight said that they have had to purchase materials and repair their yard and driveway several times. Mr. Van Lenten said that at the last large storm, his driveway washed out and the runoff went into the road and damaged the road. Ms. Knight said that the road has had to be repaired several times.

Mrs. Bureau commented that there is a reason zoning restrictions and regulations are in place and that those processes are supposed to be followed. She asked about the Timber Intent. Ms. Knight said that forester John Doyle had visited the property because cutting was happening without an Intent and after that, an Intent was filed.

Mr. Capron asked Mrs. Bureau for her thoughts on pertinent regulations and she said that the state puts a lot of items back to the Town. She said the Town or a resident can report to the state that a Timber Report seems unusual and ask if a site visit was made. Mr. Capron asked who is responsible for doing an inspection and Mrs. Bureau said it is typically who signs off on the intent – it is worded as ‘municipal authority’. Mr. Lamos said that he feels the Town, as an entity that owns protected land downhill from this property, should file a cease and desist for land development without permitting. Ms. Knight said that when the property across the road was first given to the Town, Conservation Chairperson Shana Martinez had noticed runoff and discussed filing a complaint with DES. Since that time, culverts have been added to direct runoff to abutting properties. Mrs. Bureau said that in her experience a cease-and-desist would come from the

land use department along with the Town Administrator and would notify the party that during the time that the extent of alteration without a permit is being investigated, land alteration should cease. Mr. Pollock thought the letter would ultimately come from the Selectmen. There was some additional discussion about Current Use and Land Use Change Penalties.

Mr. Pollock said the Conservation Commission should fill out a complaint form and send it to DES along with photographs. He also said that the Planning Board has not been notified of development plans. The Planning Board has also recently approved the maximum length of road to be only 1,000 feet. He advised the abutters that they would have had water coming from the property onto their lots prior to alteration and that because that has increased since alteration, they have legal action to pursue for damage to their properties, but that is a civil matter. A certified mailing should be sent to the property owner stating that there is potential damage to their properties. If property bounds have been moved or damaged, that is a misdemeanor but a survey has to be done to show that property bounds have been moved. Mr. Lamos also said stone walls cannot be moved. Mr. Carver and Ms. Knight said they are currently having a survey done.

Mr. Pollock reminded that members of the Conservation Commission cannot trespass onto private property.

Mrs. Bureau noted that the Intent to Cut stated that the acreage of the lot was 56.7 acres and the acreage of the cut was 56.7. A forester could be notified to visit the site. Mr. Young felt this would have been a cut to be checked out. This information could be submitted to DES as a part of the complaint.

Mrs. Bureau and Mr. Young said they could work on completing the complaint.

**Mr. Mundy Shaw made the following motion:**

1. **The Conservation Commission will send a complaint form to NH DES accompanied by photos, a letter, and other supporting documents from abutters.**
2. **The Conservation Commission will notify the Town Administrator, Planning Board and Selectmen about our concerns. As an advisory only commission, we would like to see an inspection of the property by an appropriate person or board..**
3. **Abutters are advised by the Conservation Commission to obtain legal representation to pursue civil action regarding storm runoff and the possible movement of boundary markers. They should start by sending a letter listing concerns to the property owner by certified mail.**

**Motion was seconded by Mr. Lamos. Vote was unanimously in favor.**

The Board thanked Mr. Carver & Ms. Knight, Mr. & Mrs. Van Lenten, and Mr. Ehmann for attending and they left the meeting.

**OLD BUSINESS # 4 & # 5.**  
**BALD LEDGE EASEMENT;**  
**SCOTT FROM LRCT TO**  
**ADDRESS CC.**

Scott Berkley from Lakes Region Conservation Trust was present in regards to the Bald Ledge Easement and was taken out of order of the agenda. Mr. Berkley said LRCT has a few administrative tasks to take care of for the closing and are hopeful to close in August. Mr. Pollock reaffirmed that the Town Warrant with proper wording had been voted on in March. Mr. Capron asked if LRCT needed anything else. Mr. Berkley said that as the grantors, a duly authorized member of the Commission will need to sign at the closing. Mr. Berkley confirmed that Map 8 Lot 1U will be included in this easement. The title search is currently pending.

**OLD BUSINESS # 7 ROBINSON**  
**FALLS**

Mr. Pollock told Mr. Berkley that he had also contacted LRCT in regards to funding for Robinson Falls and there was brief discussion. Mr. Berkley suggested keeping discussion open about that project.

The Commission thanked Mr. Berkley and he left the meeting.

**OLD BUSINESS # 1. OPEN**  
**SPACE MASTER PLAN**  
**UPDATE**

Mr. Capron said there are three parts to the Master Plan:

- 1.) The Narrative – this should be finished for review next month
- 2.) The Spreadsheet – this has already been approved
- 3.) Charts & Maps – Mrs. Vose and Mrs. Van Lenten have said they should be able to get the data to update the pie charts. Mr. Young said that he and Mr. Pollock are meeting with Glen from Lakes Region Planning Commission on Wednesday night to get the map updated with all of the old existing data and more. There is also an appendix of maps.

**OLD BUSINESS # 2 –**  
**CONSERVATION EASEMENT**  
**FOR DIXON HILL PROPERTY**

Mr. Capron, Mr. Young and Mr. Draper will try to set a time to walk the property.

**OLD BUSINESS # 3 – SQUAM**  
**LAKES CONSERVATION**  
**TRUST EASEMENT FOR**  
**DOLLOFF BROOK PROPERTY**

a) Mr. Capron said that a permanent deer stand had been found on the property. It was agreed that it should be taken down.

b) Mr. Capron said that Emily from Squam Lakes Conservation Society is thinking this is a great project for them. The Selectmen were in favor of this as well.

c) There is a 9-acre town owned adjacent parcel. Should this be included in the easement? The Selectmen have arranged to have this property logged next winter. Language can be added to the easement to allow logging on that portion. Mr. Capron said the Selectmen also raised the question of logging on the larger property. Mr. Pollock said if they hire a forester, he would not have an issue with logging for environmental purposes. Mr. Draper said he felt any logging would disrupt the environment. Mr. Young said that once we get the natural resource inventory, it will inform us which areas are better for logging. Additionally, there would need to be a Forestry

- a) Illegal tree stand**
- b) Report from Selectmen's meeting**
- c) ?Include about 9 acre town owned adjacent parcel in the easement**
- i.) Forestry Management – town plans to log this parcel next winter**

Management Plan. There was additional discussion about whether to log or not.

**Mr. Lamos made a motion to include the additional 9-acre piece of property in the Dolloff Brook Easement and to allow the property to be logged as planned next winter. Mr. Mundy Shaw seconded. All voted in favor.**

**OLD BUSINESS # 6 -  
COMMENTS ON PROPOSED  
GROUNDWATER  
ORDINANCE**

Mr. Capron said he had sent the final version to members. Mr. Young asked about RSA 236:112 which gives a definition of junkyard. There was additional discussion about the changes that had been made.

**Mrs. Bureau made a motion to forward the draft of the proposed Groundwater Ordinance to the Planning Board. Mr. Mundy Shaw seconded the motion and all voted in favor.**

**NEW BUSINESS # 2 -  
PRESENTATION ON LIDAR  
BY ASHLEY BUREAU**

Mrs. Bureau shared the link to AxisGIS. She said most towns have a version of GIS mapping that Axis has done and she gave a demonstration on how to look up properties. She showed how to view layers on the maps and spoke about the Hillshade layer which shows just the terrain. ARC GIS has a public portion of their website. She said you can find DES information about properties through ARC which is fairly up to date. She demonstrated how to navigate ARC GIS and add layers to maps. She will resend the links.

Mr. Capron asked when each type of GIS mapping set should be used.

Mrs. Bureau said that the Town Maps in New Hampton don't have many overlays, so if you want to look up more up to date environmental overlays, use ARC GIS. She would use the Town maps for ownership information and deed information. She would use Hillshade on a typical lot because it is easy to navigate. If you need more detail, go to ARC.

**NEW BUSINESS # 3  
REGISTERING FOR  
PERTINENT EMAIL LISTS**

Mr. Capron encouraged members to sign up email lists for all of the following:

- a. New Hampshire Association of Conservation Commissions
- b. Squam Lakes Conservation Society
- c. Lakes Region Conservation Trust
- d. UNH Cooperative Extension

**OTHER BUSINESS**

- Mr. Capron shared the quarterly budget.
- Mrs. Bedrosian has signed off on the 18-month easement requirement. This needs to be recorded at the registry of deeds so that we can move forward with the Squam Lakes Conservation Trust.

(Conservation Commission, July 7, 2025)

- Mrs. Bureau said that there is a weed watchers training to learn about invasive aquatic plants this Sunday at Squam Lakes.
- Mr. Lamos spoke about a proposed methane generating facility in Ashland. They are starting a small pilot project and if successful, they will bring in 200-300 tons daily via train. He stated this will affect us because they are bringing it in by rail which pass so close to bodies of water. He also said he is joining the Lake Waukegan and Winona Watershed Restoration Steering Committee. He recommends that we closely monitor any environmental permits that go through Concord.

**MOTION TO ADJOURN**

23) *Mr. Lamos made a motion to adjourn which Mr. Young seconded. All were in favor and the meeting adjourned at 9:02 p.m.*

**NEXT MEETING  
SCHEDULED:**

Monday, August 4, 2025

*Respectfully submitted,  
Tamara Van Lenten*